

**HAWAIIAN SHORES COMMUNITY ASSOCIATION
MINUTES OF THE BOARD OF DIRECTORS REGULAR MEETING
NOVEMBER 17, 2012**

This regular meeting of the Board of Directors of Hawaiian Shores Community Association (HSCA) was held at its recreational facilities. A quorum was established and the meeting was called to order at 10:00 am.

Directors present were: Eileen O'Hara, President; David Johnson, Vice-President; Kevin Wibberley, Treasurer; Caroline Weber, Secretary; Wally Patch, Royden Pilapil, and Hiroshi Yanagihara. Absent: Sanoë Ka'uhane and Solveig Lamberg.

Also in attendance: Stephen Kishimoto, Maintenance Foreman, Denise Warner as Recording Secretary of the Minutes, and several other guests.

OWNERS' COMMENTS

No comments.

MINUTES

- a) October 20, 2012 Board Meeting – *David Johnson moved to accept the Minutes from the Meeting on October 20, 2012. Wally Patch seconded. Vote in favor: Unanimous approval. Caroline Weber and Royden Pilapil abstained. Motion carried.*

REPORTS

Office Manager's Report – The President read the Office Manager's Report. An update on collections was noted; as well as the profit and loss summary which shows that income has remained consistent overall with last fiscal year with only a .4% increase. Utilities have decreased by 17% due to repairs to water leaks and the installation of the solar water pump.

Maintenance Foreman's Report – The Maintenance Report was read by Mr. Kishimoto. Of note, the 50 water meters contracted out to Dresselhaus Plumbing have been installed successfully. On October 30, 2012, all maintenance staff passed the Chlorine Residual Testing for Drinking Water Systems and the Chlorine Comparator Proficiency Testing in September 2012.

Committee Reports

- a) Design Review – The Minutes of October 25th and November 15th 2012 were reviewed by Mr. Munday. A draft form letter was created for excavation subcontractors to inform them of current CC&Rs for land clearing; and a second draft letter as a Notice of Violation(s). The

Committee also recommended the wording for the sign "Hawaiian Shores Recreational Estates" and "Community Center" on a second line.

David Johnson moved to approve the draft form letter of Notice of Violation(s) recommended by the Design Review Committee. Caroline Weber seconded. Discussion ensued.

Caroline Weber amended it to include the exact length of time they have to respond to the letter, which will be within 60 days of the date of the letter. Wally Patch seconded. Discussion ensued. Vote in favor: Unanimous approval. Motion carried.

The amended motion was then considered: to approve the draft form letter of Notice of Violation(s) recommended by the Design Review Committee, and which will include the exact length of time they have to respond to the letter, which will be within 60 days of the date of the letter. Vote in favor: Unanimous approval. Motion carried.

The Board then considered the second draft form letter for excavation subcontractors. Added to the list of recipients will be equipment haulers and licensed tree cutters, in addition to excavation subcontractors. *David Johnson moved to adopt the draft form letter to contractors recommended by the Design Review Committee. Caroline Weber seconded. Vote in favor: Unanimous approval. Motion carried.*

UNFINISHED BUSINESS

- a) Progress on the Community Center repair and replacement permit– Kevin Wibberley noted that the renovations are near completion. Applications for final inspections will soon follow.
- b) Opening facilities to non members for annual fee – The Board considered opening up the Community Center, the Honu Park and pool and the Ocean Park areas to non members. *Caroline Weber moved to develop an ad hoc committee to develop rules and fees for facility usage for members and non members. David Johnson seconded. Discussion ensued.*
Eileen O'Hara moved to amend the motion to name the Committee members as: Wally Patch, Caroline Weber, Kevin Wibberley and Toni Robert. David Johnson seconded. Vote in favor: Unanimous approval. Motion carried.
The amended motion was then considered: To develop an ad hoc committee to develop rules and fees for facility usage for members and non members, with the following Committee members: Wally Patch, Caroline Weber, Kevin Wibberley and Toni Robert. Vote in favor: Unanimous approval. Motion carried.
- c) Decide on Proposals from Mediation Services – The Board reviewed proposals from Kathleen Lucero and Ku'ikahi Mediation Center. Clarification on the billing rates was reviewed.

Kevin Wibberley moved to write a letter accepting the proposal from Ku'ikahi Mediation Center. David Johnson seconded. Vote in favor: Unanimous approval. Motion carried. Caroline Weber abstained.

- d) Cash Flow and Investment Policy – *Eileen O'Hara moved to defer the item until next the meeting. Caroline Weber seconded. Vote in favor: Unanimous approval. Motion carried.*
- e) Online Payment Services – *Eileen O'Hara moved to defer the item until next the meeting. Caroline Weber seconded. Vote in favor: Unanimous approval. Motion carried.*
- f) Status on Contracts – *A small change in the cell tower installation will allow for a smaller footprint.*

NEW BUSINESS

- a) Appoint a Nominating Committee – *It was suggested that a sub-committee be formed to develop a process and forum for nominations. Eileen O'Hara moved to appoint a sub committee of Board Members as an Elections Nominating Committee composed of Caroline Weber, David Johnson and Eileen O'Hara, in order to draft a process and create forms which comply with the Bylaws. Caroline Weber seconded. Discussion ensued. Vote in favor: Unanimous approval. Motion carried.*
- b) *Royden Pilapil moved to allot \$1,000 for the K.N.O.W. Neighborhood Watch signage. Kevin Wibberley seconded. Discussion ensued.*

Caroline Weber moved to table the discussion until the scheduled item is considered in executive session. Wally Patch seconded. Vote in favor: Wally Patch, Caroline Weber, Kevin Wibberley, Hiroshi Yanagihara, David Johnson. Opposed: Royden Pilapil. Motion carried.

ADJOURNMENT

Meeting adjourned at 11:45 am and the Board convened for executive session.

Approved:



Caroline Weber, Secretary

Date: 12/15/2012